



June Project Management Workshop

The State ITPMO Oversight Role
and The PM's Responsibilities



Overview

Today's topic is intended to provide you with an understanding of:

- Who the ITPMO is and how it came to be

It's

- Role in the LFC reporting process,
- Legislative Responsibilities, and
- IT Project Reporting Structure

And

- The agency's PM role in all this

State IT Project Management Office Establishment



Established in July, 2008 to assist the State Chief Information Officer in:

- The Promotion of Project Management standards and practices,
- The Development Of A State PM Methodology,
- The development of a mentor and training program for the practice,
- Aiding State agencies in the their practice of Project Management, and
- Ensuring accurate reporting of projects to the executive stakeholders
 - Governor's Office
 - Legislators
 - Budget Office
 - The State CIO



State IT Project Management Office

PM Standards and Practices

Standard

Document approved by a recognized body that provides for common & repeated use, rules, guidelines, or characteristics for products, processes or services.

"Setting the measure for all subsequent work"

Practices

A customary way of operation or behavior.

" Setting the common way in which work is performed"



State IT Project Management Office

LFC Roles

- IT Project Request (ITPR) Reviewing and Auditing
- IT Project Status Reporting



State IT Project Management Office

LFC Roles - IT Project Reviews and Audits

Information gathered is used to provide our State CIO advise on:

- Project Assessment
- Probability Analysis
- Risk Identification
- Process Issues
- Issues
- Recommended Steps

Providing our State CIO with the ability to make a determination on an IT project is a major deliverable for the State ITPMO.

State Project Management Office

LFC Role

The ITPMO is responsible for providing the State CIO with information on projects that meet the LFC Reportable criteria.

Reportable IT Project Criteria

- Exceeds 500 Hours
- Greater than \$250K Overall
- Has Medium – High Risk
- High Visibility
- Impacts Multiple Office, Agencies, etc.



State IT Project Management Office

LFC Role – IT Project Status Reporting

Information gathered is used to determine whether the project:

- Requires:
 - Project Oversight (must be formally tracked)
 - Requires Additional SOW Language
 - Requires Additional PM Language
 - Requires Formal Project Management

And

The State's Risk and Exposure



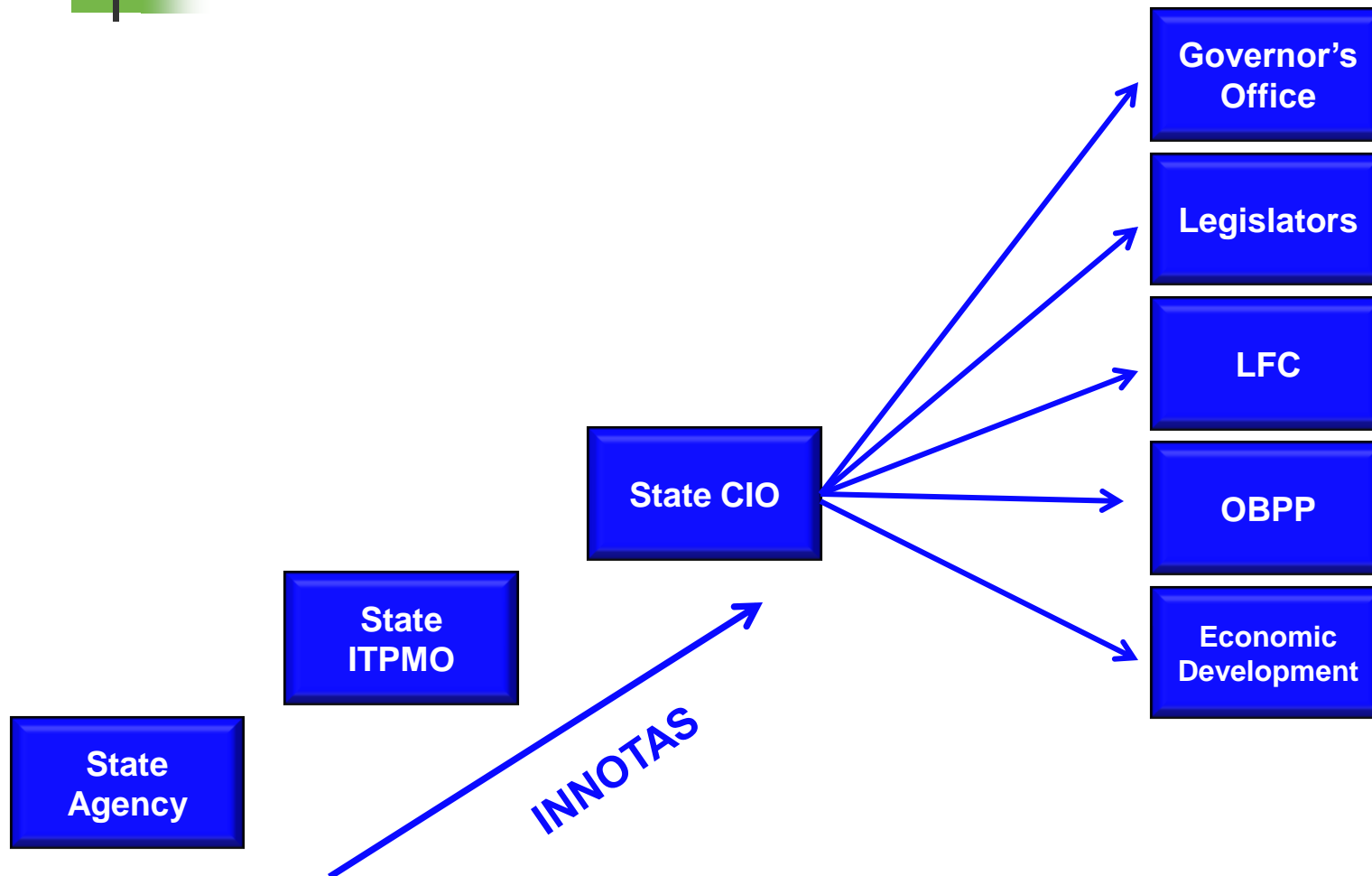
State IT Project Management Office Legislative Responsibility

The State CIO is directed to improve the management of IT projects for the state under 2-17-512 of the MCA (MITA Act).

It is under this directive that the ITPMO functions in providing their reports.

State IT Project Management Office

IT Project Reporting Structure





State IT Project Management Office

The Agency's PM Role

The role of the Agency's PM is to manage their project for their agency and provide updates on identified projects to the ITPMO.

Accurate Status Reporting provides:

- A clear representation of your project
- A audit trail of activities
- Assist other with lessons learned
- Prepares us for new projects of the same type



Summary

The State ITPMO works to empower you (the state agencies) to meet the goals set by our legislators in §2-17-512 MCA by providing you with:

- **Standardized Processes**
Defined approaches to the project management of IT projects
Templates, processes, deliveries
- **Standardized Tools**
Tool set to be used in the performance of project management duties
i.e. Portfolio Management Tool, Word, PowerPoint, Excel, Etc.
- **Direct Assistance**
Dedicated mentoring, direction, assistance
- **Education**
i.e. training, workshops, seminars
- **Support**
Continual improvement process, documentation updates, etc.



More information

- ITPMO Website
<http://stateitpmo.mt.gov>

- Contact our office
444-0200

- PM Events

March, 2011 – TBD

November 31 – Exec Workshop

June, 2011 - TBD

December 1 – 2

September 13

- PMOAG Meetings – Held second Wednesday of each Month